



U. S. SMALL BUSINESS ADMINISTRATION
PHILADELPHIA DISTRICT OFFICE
ROBERT N.C. NIX FEDERAL BUILDING
900 Market Street – 5th Floor
PHILADELPHIA, PA 19107
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<http://www.sba.gov/pa/phil>

October, 2005

Dear Friend of Small Business,

It gives me great pleasure to announce that the U.S. Small Business Administration is seeking nominations for the most prestigious awards in this region. We are looking for outstanding small business owners and those individuals who have supported and advocated the cause of small business in Eastern and Central Pennsylvania. Local winners will compete for not only the Pennsylvania state award, but also for the national award.

Did you know that Pennsylvania is home to approximately 927,500 small businesses? ***We are looking for just one of those small business owners to name as Small Business Person of the Year, our most sought after award.*** If you know an entrepreneur who has developed an outstanding business that shows good profit and sales, all the while giving back to the community, and would like to nominate that small business owner for this prestigious award, take a few moments to review the enclosed criteria and submit your nomination.

By submitting a nomination you can help solidify your business relationships for many years to come. Businesses feel honored just by your nomination—so look through your client lists and address books to seek out that special candidate to nominate. In addition to the **winners** receiving public recognition of their accomplishments, the **nominators** of those winners **are also recognized** through both the awards ceremony and publicity.

In addition to the **Small Business Person of the Year** we are also looking to honor those individuals who have contributed immeasurably to our Nation's progress and economic strength. To recognize those individuals, we are also soliciting nominations for the following awards: **Financial Services Champion of the Year, Home-Based Business Champion of the Year, Minority Small Business Champion of the Year, Small Business Exporter of the Year, SBA Young Entrepreneur of the Year, Small Business Journalist of the Year, Veteran Small Business Champion of the Year, Women in Business Champion of the Year, and Jeffrey Butland Family-Owned Business of the Year.**

Each of the awards has different qualifications and criteria and they are contained in the enclosed Nominations Guidelines. **Nominations are due by November 4, 2005** and should be sent to: Small Business Awards Committee, Small Business Administration, 900 Market Street, 5th Floor, Philadelphia, PA 19107.

The awards will be presented to the winners in May of 2006 at an exciting event hosted by the Advocates for Small Business at Citizens Bank Ballpark in Philadelphia. The festivities will include a tent celebration with a picnic lunch and the SBA awards presentation. The tent event is a great opportunity for networking among the winners, nominators, bankers, chambers, business associations, small business owners, and their friends and families. The celebration is then followed by attendance at a Philadelphia Phillies baseball game.

If you have any questions about the awards program, please contact Patricia Younce at (215)580-2714 or via e-mail at patricia.younce@sba.gov.

Sincerely,

Stephen Umberger
Acting District Director

Enclosures



2006 SBA SMALL BUSINESS AWARDS NOMINATION FORM

Philadelphia District Office

Help us to recognize outstanding leaders in the small business community. Designate your nomination below:

This award is presented to an individual who owns and operates a small business. Partners who jointly own and operate a business may be nominated as a "team" of no more than four.

Small Business Person*: The most prestigious of all SBA awards. This award will be presented to an entrepreneur for developing an outstanding growing business, for innovative product(s), increasing jobs, increasing sales, overcoming adversity, and community contributions. (*Financial criteria required)

Awards to Small Business Champions: These nine awards are presented to individuals or organizations dedicated to supporting small businesses.

Financial Services Champion of the Year: Individuals who assist small businesses through advocacy efforts to increase the usefulness and availability of accounting or financial services. Nominees may or may not be small business owners.

Home-Based Business Champion of the Year*: Individuals who experienced the rewards and difficulties of home-based businesses and have volunteered to improve the climate for these businesses. Nominees may or may not be small business owners. (*Financial criteria required)

Minority Small Business Champion of the Year: Individuals who have fulfilled a commitment to support minority entrepreneurship. Nominees may or may not be small business owners.

Small Business Exporter of the Year*: Awarded to a small business owner who has significantly increased export sales and profits, encouraged other firms to export, increased jobs through exporting, and developed creative methods of marketing overseas. (*Financial criteria required)

SBA Young Entrepreneur of the Year*: Candidate must not have reached the age of 30 by June 1, 2006 to be eligible. Evidence of three (3) years success in sales, profits, increased jobs, innovative products, and demonstrated entrepreneurial potential. (*Financial criteria required)

Small Business Journalist of the Year: Publicizing small business issues or promoting small business programs or success stories. Journalist representing television, radio, electronic, or print media may be nominated.

Veteran Small Business Champion of the Year: Individuals who have fulfilled a commitment to advancing small business opportunities for veterans of the U.S. armed forces. Nominees may or may not be veterans.

Women in Business Champion of the Year: Individuals who have fulfilled a commitment to the advancement of women's business ownership may be nominated. Nominees may or may not be small business owners.

Jeffrey Butland Family Owned Business of the Year*: Family owned and operated business which has been passed from one generation to another. Nominees must also serve as a majority owner and operator or bear principal responsibility for operating a small business with at least a 15 year track record. (*Financial criteria required)

NOMINEE INFORMATION

Nominee _____ Title _____
Company/Organization _____
Address _____
City/State _____ Zip _____
Phone _____ Fax _____ E-Mail _____
Nominee's Qualifications for Award ** (See Below)

NOMINATOR'S INFORMATION

Nominator Name _____ Title _____
Organization _____
Address _____
City/State _____ Zip _____
Phone _____ Fax _____ E-Mail _____

****Please attach a nomination letter. For further consideration, a nomination binder with detailed materials will be required. SBA will contact the nominator with details. Must be received by November 4, 2005. Mail to: Small Business Awards Committee, Small Business Administration, 900 Market Street, 5th Floor, Philadelphia, PA 19107. Feel free to copy this form for additional nominations. Self nominations accepted. For more information, please call (215)580-2714 or email patricia.younce@sba.gov. Thank you for your support!**